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## Coconino County Attorney's Office Goes Green

In an effort to become "greener," the County Attorney's Office is implementing two-sided disclosure and electronic victim notification.

**Flagstaff, Arizona:** In an effort to be more environmentally sound, the Coconino County Attorney's Office is implementing new, greener ways to provide copies to defense attorneys and notification to crime victims.

"The Rules of Criminal Procedure require our office to provide 'disclosure' to defense attorneys in the form of copies of various file components, including police reports, medical and financial records, and numerous other documents. In processing over 10,000 criminal matters each year, our office makes hundreds of thousands of copies every year", said Coconino County Attorney David Rozema. "We have implemented a new system for providing this disclosure in the form of two-sided copies that will save a lot of paper and will also cut the cost for making those copies", Rozema continued. "Although the two-sided copies can be more difficult to work with at times, we have received a very favorable response from the defense bar to our attempts to consume less paper", said Rozema.

In the hope of one day being completely paperless in this part of its operations, the County Attorney's Office has applied for a grant that will fund a 'Discovery Module' in the office. This Module would equip the office to make electronic discovery to defense counsel and others. It would also be more efficient. "Our legal assistants often spend the bulk of their work day making copies for disclosure. It is not unusual for this task to consume 20 hours per week for each assistant, on average", said Kim Musselman, Senior Manager for the office. "The cost and resource savings for our office, once we

are able to switch to electronic disclosure, will be enormous”, said Musselman. Preliminary indications are good that the office’s grant request for the Discovery Module may be awarded.

“Pursuant to Arizona’s Victim’s Rights statutes, our office notifies crime victims regarding court dates for hearings, trial updates and many other events. This notification process also consumes a lot of paper. We are implementing a new electronic notification system that gives victims the option to receive notifications in their cases via e-mail”, said County Attorney Rozema. “I expect more victims to choose the e-mail option, which will hopefully cut our victim notification mailings in half by this time next year”, said Tami Suchowiejko, the office’s legal assistant assigned to Victim Notification.

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